

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On September 8, 2011 State Office Building, Hartford, Connecticut

The State Properties Review Board held its regularly scheduled meeting on September 8, 2011 in the State Office Building.

Members Present: Edwin S. Greenberg, Chairman
Bennett Millstein, Vice-Chairman
Bruce Josephy, Secretary
Mark A. Norman
Pasquale A. Pepe
John P. Valengavich

Staff Present: Brian A. Dillon, Director

Chairman Greenberg called the meeting to order.

Mr. Josephy moved and Mr. Norman seconded a motion to enter into Open Session. The motion passed unanimously.

OPEN SESSION

ACCEPTANCE OF MINUTES OF September 1, 2011. Mr. Norman moved and Mr. Valengavich seconded a motion to approve the minutes of September 1, 2011. The motion passed unanimously.

COMMUNICATIONS

Mr. Dillon reported that correspondence concerning a proposed transfer of state land in Haddam was received from Ms. Nancy Fischbach of Deep River CT. Copies of this correspondence were provided to the Board.

REAL ESTATE- UNFINISHED BUSINESS

Mr. Shane Mallory and Ms. Rachel Whitesell from DAS were in attendance to discuss with the board the process for approving, estimating, and implementing tenant improvements under the terms of the state standard lease. Ms. Laura Jovino from the Judicial Branch was also in attendance.

Mr. Josephy moved and Mr. Norman seconded a motion to go out of Open Session into Executive Session. The motion passed unanimously.

EXECUTIVE SESSION

PRB # 11 - 131 **Transaction/Contract Type:** RE / New Lease
Origin/Client: DPW / JUD
Statutory Disclosure Exemptions: 4b-23(e); 1-200(6) & 1-210(b)(7)

The Board commenced its discussion concerning the subject contracts at 9:55 a.m. and concluded at 10:12 a.m.

OPEN SESSION

Mr. Pepe moved and Mr. Norman seconded a motion to amend the agenda and vote on PRB File #11-131. The motion passed unanimously.

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The Board took the following vote in Open Session:

PRB FILE #11-131- Mr. Pepe moved and Mr. Norman seconded a motion to approve PRB File #11-131. The approval language for the motion was as follows:

SPRB approves PRB File #11-131 which was previously returned to DAS due to questions and concerns related to the TI budget on the project. Based on the email provided by the Lessor dated 08/30/2011 the Board understands that the TI budget has now been reduced from \$287,564 to \$279,962. This amounts to a savings of approximately \$7,602 to the State of Connecticut. Although the contract is being executed with Exhibit C at the previous rate of \$287,564, the Board is approving this contract based on the memorandum dated 09/01/2011 from Mr. Shane Mallory that the actual budget will not exceed \$279,962 as presented from the information currently available.

Pursuant to CGS 4b-3(f) the Board is requesting that DAS provide the following information as identified in Exhibit C of the Lease under *Section III Construction and Section IV Cost of Planning, Design and Construction* prior to the start of construction.

- Copies of the two required competitive bids as identified in Line ("1") of Exhibit C Section III.
- Copies of the "complete, total specific, line item, cost breakdown before commencing any work" that the Lessor is required to provide DAS as identified in Exhibit C Section IV.
- Copies of the itemization of all "soft costs" such as planning, design, overhead/profit, developer's fee and "hard costs" such as construction, testing and permits as applicable" as identified in Exhibit C Section IV

Pursuant to CGS 4b-3(f) the Board is also requesting that DAS provide the final supporting documentation and payment amount for the tenant improvements as identified and accepted in Section 2.02 of the Base Lease prior to occupancy of the space by the client agency.

The motion passed unanimously.

ARCHITECT-ENGINEER - UNFINISHED BUSINESS

ARCHITECT-ENGINEER – NEW BUSINESS

Mr. Josephy moved and Mr. Norman seconded a motion to go out of Open Session into Executive Session. The motion passed unanimously.

EXECUTIVE SESSION

PRB # 11-186 **Transaction/Contract Type:** AE / "On-Call"
On Call #: OC-DPW-ROOF-0018, Roof Consulting Services
Origin/Client: DPW / DPW
Statutory Disclosure Exemptions: 1-200(6) & 1-210(b)(7)

PRB # 11-187 **Transaction/Contract Type:** AE / "On-Call"
On Call #: OC-DPW-ROOF-0019, Roof Consulting Services
Origin/Client: DPW / DPW
Statutory Disclosure Exemptions: 1-200(6) & 1-210(b)(7)

PRB # 11-188 **Transaction/Contract Type:** AE / "On-Call"
On Call #: OC-DPW-ROOF-0020, Roof Consulting Services
Origin/Client: DPW / DPW
Statutory Disclosure Exemptions: 1-200(6) & 1-210(b)(7)

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The Board commenced its discussion concerning the subject contracts at 10:35 a.m. and concluded at 10:42 a.m.

Mr. Josephy moved and Mr. Millstein seconded a motion to go out of Executive Session and enter into Open Session. The motion passed unanimously.

OTHER BUSINESS, REAL ESTATE/ARCHITECT-ENGINEER

The Board took the following votes in Open Session:

PRB FILES #11-186, #11-187 & #11-188 - Mr. Norman moved and Mr. Valengavich seconded a motion to approve PRB Files #11- 186, #11-187 & #11-188 The motion passed unanimously.

The meeting adjourned.

APPROVED: _____ **Date:** _____
Bruce Josephy, Secretary